



## **PROPERTY COMMITTEE AGENDA**

Room 700, Law and Justice Center

**Thursday, December 4, 2003**

**3:00 P.M.**

1. Roll Call.
2. Chairman's Approval of Minutes – November 6, 2003
3. Departmental Matters:
  - A. Jack Moody, Facilities Manager
    - 1) Items to be presented for Action:
      - a) Review of Government Center County Board Room and Oversight Committee Conference Room – Gene Asbury, Young Architects
      - b) Request Approval of Bid Schedule for Renovation and Restoration of Dome and Roof Areas of McLean County Museum of History: Illinois Public Museum Capital Grant project by Wiss, Janney, and Esltner, Inc. 1
      - c) Request Approval to install a Data Aire Unit at McLean County Museum of History 2-4
      - d) Request Approval of Lease Agreement for Veterans' Assistance Commission at 200 W. Front Street – (Health Department Building) 5-16
    - 2) Items to be presented for Information:
      - a) Status Report on the Repairs and Renovation to the Law and Justice Center
      - b) Status Report on Renovation Project at the Government Center
      - c) NACO's "The County Energy Efficiency Network" 17-22
      - d) General Report
      - e) Other

- C. John Zeunik, County Administrator
  - 1) Items to be presented for Information:
    - a) General Report
    - b) Other

- 4. Other Business and Communications
- 5. Recommend Payment of Bills and Transfers, if any, to County Board
- 6. Adjournment



ENGINEERS  
ARCHITECTS  
MATERIALS SCIENTISTS

Wiss, Janney, Elstner Associates, Inc.  
120 N. LaSalle Street, Suite 2000  
Chicago, Illinois 60602  
312.372.0555 tel | 312.372.0873 fax  
www.wje.com

RECEIVED

NOV 24 2003

MEMORANDUM

Facilities Mgt. Div.

**Via:** E-mail  
**To:** Jack Moody                      McLean County                      (309) 888-5209  
Greg Koos                      McLean County Museum of History                      (309) 827-0100  
**From:** Jeff Koerber  
**Date:** 18 November 2003  
**Project:** Dome and Roof Repair and Restoration  
Old McLean County Courthouse, Bloomington, Illinois  
WJE No. 2001.3337  
**Subject:** Revised Schedule

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I am forwarding a revised schedule for the bidding and potential initiation of construction work for the Dome and Roof project at the Old Courthouse:

- 18 September 2003: Submittal of 100 percent complete construction documents to McLean County Facilities Management for submittal to Illinois Department of Natural Resources and Illinois Historic Preservation Agency
- 29 September through 4 November 2003: review of construction documents by Illinois Department of Natural Resources and Illinois Historic Preservation Agency
- 14 November 2003: Meeting between McLean County Museum of History (Greg Koos), McLean County (Jack Moody), and WJE (Jeff Koerber) to review comments and discuss date and procedures for release of documents for bidding
- 10 November through 2 December 2003: internal review of documents by WJE prior to release for bidding; printing of documents (40 sets)
- 4 December 2003: approval by McLean County Property Committee of Old Courthouse dome repair documents for bidding
- 8 December 2003: advertisement for bidding
- 8 December 2003: release of the construction documents to contractors
- 16 December 2003: mandatory pre-bid meeting
- 9 January 2004: return of bids for the grant funded repair work
- 9 January through 23 January 2004: review of bids by WJE, the Owner, and the Tenant; determination of final repair scope (base bid plus affordable alternates) based on bid prices and available budget
- Late January or early February 2004: notice of award to successful bidder following approval by McLean County
- February 2004: negotiation of construction contract; approval by McLean County Board
- March through May 2004: review of submittals and shop drawings from the construction contractor by WJE and the Owner
- May 2004: initiation of construction work (dependent on approval of contractor's submittals)
- December 2004: substantial completion of construction work (dependent on contractor's schedule)

Please understand that this revised schedule is based on several assumptions. Please contact me if you have any questions.

November 13, 2003

Jack Moody  
Building Facilities Manager  
County of McLean  
PO Box 2400  
Bloomington IL 61702-2400



**RECEIVED**

NOV 18 2003

**Facilities Mgt. Div.**

Dear Jack,

The McLean County Museum of History proposes to have installed by Hermes Sales and Service a Data Air unit. We propose that the current unit, which services Room 102, be moved to service Rooms B-1 and B-2. A new and larger unit will be installed to service Room 102 and with the conversion of existing ductwork, it will also service B-3. All necessary power and plumbing connections have been previously stubbed in.

The museum will pay the costs of the new unit, the costs of moving the old unit and the costs of installing both of these units.

Thank you for your approval of this project, which has been funded by a grant from the Fell Foundation.

Sincerely yours,

Greg Koos  
Executive Director

Enclosure (1)

## Moody, Jack

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**From:** Greg Koos [gregkoos@mchistory.org]  
**Sent:** Tuesday, October 28, 2003 3:40 PM  
**To:** Susan Hartzold (E-mail); Mary Ann Scheirman (E-mail); Bill Steinbacher-Kemp (E-mail); Laura Wheaton (E-mail); Dave Hauman (E-mail); Al Bowman (E-mail); Bob Watkins (E-mail); Carl Behr (E-mail); Carol Struck (E-mail); Carole Ringer (E-mail); Carolyn Yockey (E-mail); Chuck Wright (E-mail); Craig Alexander (E-mail); David Dorris (E-mail); Dsigler (E-mail); Fred Dolan (E-mail); Henry Bird (E-mail); Jack Bowles (E-mail); John Franklin (E-mail); John Krueger (E-mail); John Meek (E-mail); Mark Dunn (E-mail); Mike Matejka (E-mail); Mike Sweeney (E-mail); Nancy Froelich (E-mail); Pam Muirhead (E-mail); Pete Borowski (E-mail); Robert Eckley (E-mail); Sandra Harmon (E-mail); Steve Wannemacher (E-mail)  
**Cc:** Jack Moody (E-mail)  
**Subject:** Very Good News!

Hello all,

I am pleased to be able to pass on the good news that the Fell Foundation has agreed to donate \$25,000 to our capital fund. The principles of the foundation are Tim O. Ives, Tim R. Ives and Dave Merwin. If you have an occasion to see any of these three, please extend our thanks to them. Our principle contact on this has been with Tim O.

These funds are designated to improve HVAC for basement collection storage areas. With this support we will shift a Data Air unit from Farming Gallery support to another location to treat the furniture collection. A new unit will be placed in to support the Farming Gallery and it will also, with minor change in duct work, treat the archive annex.  
Greg

Greg Koos  
McLean County Museum of History  
200 N. Main St.  
Bloomington IL 61701  
(309) 827-0428

HERMES SERVICE and SALES  
P.O. BOX 3304  
409 S. CENTER  
BLOOMINGTON IL. 61702-3304  
Phone (309) 828-8111 Fax (309) 827-3121

Date: 02/06/03

McLEAN CO. HISTORICAL SOCIETY  
200 NORTH MAIN  
BLOOMINGTON, IL. 61701

Fax: 827-0100  
Phone: 827-0428  
Attn: Greg Koos  
Project: 1<sup>st</sup> floor 5 ton unit

**-PROPOSAL-**

We propose to provide and install the following: (1) Data Aire unit DTGU532 (5-ton). This unit would be installed in the EXISTING mechanical room on the lower level. The area that will be cooled is a storage room (lower level) next to this mechanical room and a section of the first floor, which is presently being served by the 4-ton unit located in this mechanical room. We will adapt this 5-ton unit to your existing duct system. We will connect the water-cooled condenser to your lines, which are in the room. The power will be connected to the electrical service in this space. Included in our proposal are the materials necessary to hook up this unit and make it functional.

We will move the existing 4-ton Data Aire unit to the other mechanical room on this floor and install it. Our proposal covers the cost of the new unit and the move of the old 4-ton unit to the new mechanical room along with the hook up of both units. In addition to the new 5-ton unit we will install four new supply and one new return grill on the present duct system so that the first floor storage room will have cooling.

NOTE: We have included six gallons of glycol. This should meet the needs of another unit being added to the system. In the summer glycol needs to be checked and the system needs to be adjusted. We can provide this service for an additional fee if requested.

**Installed cost of this unit \$23,103.00** (previous proposal 5-15-2000, \$21,680.00)

Delivery time 8 weeks

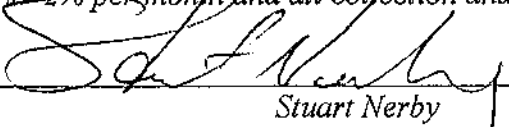
Warranty on the new 5-ton unit: Five years on the compressor and one year on the parts. This warranty will be provided through the manufacturer on all parts installed during this installation. Hermes Service and Sales will provide a one-year labor warranty from the date of start up on all materials and labor provided during this installation. There is no warranty on your present ductwork, the electrical or the piping system.

Costs for the following items are not in our bid price.

1. Mechanical drawings and/or engineers stamp for the HVAC plans.
2. Bond fees or additional insurance.
3. Asbestos removal if it is present in any area where work will be done.

*The agent accepting this proposal agrees to make payment upon completion of the above stated work ~~2% per month~~ and all collection and legal fees added to 30 day past due accounts.*

Submitted by

  
Stuart Nerby

Date: 02/06/03

Our bid is valid for -30- days from this date.

file:3mcIn0206

Proposal is

Accepted by:

Date: 2-12-03

# **LEASE AGREEMENT**

Between

**The County of McLean**

As Landlord

And

**Veterans Assistance Commission**

As Tenant,

For

Office Space Located on the Third Floor of  
200 West Front Street, Bloomington, Illinois

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## **Lease Agreement**

WHEREAS, the County of McLean, a body corporate and politic, (hereinafter referred to as "COUNTY"), as landlord, and Veterans Assistance Commission, (hereinafter referred to as "VAC"), as tenant, desire to enter into a lease agreement for 1,640 s.f. of office space located on the third floor of the McLean County Health Department, 200 West Front Street, Bloomington, Illinois, (hereinafter referred to as "BUILDING"); and

WHEREAS, this lease agreement expressly sets forth the rights and duties of each party,

NOW THEREFORE, it is expressly agreed by the parties that this lease agreement consists exclusively as to the following:

1. **Term.** The term of the lease agreement shall commence on January 1, 2004, and terminates on December 31, 2004.
2. **Rent.**
  - a. Rent shall be \$3904.00 to be paid by VAC in one annual payment to the McLean County Treasurer on the first day of the month following the receipt of revenue from the second installment of Property Tax bills.
  - b. All rent payments shall be mailed to the below address:  
  

**McLean County Treasurer  
104 W. Front Street, Suite 706  
Bloomington, Illinois 61702-2400**
3. **Tenant's Use and Operation.** VAC shall use the aforementioned leased premises only for the purposes of its general business office. VAC shall not use the premises for any unlawful, improper, or immoral use, nor for any purpose or in any manner which is in violation of any present or future governmental law or regulation. VAC shall, during the term of the lease agreement, continuously use the leased premises for the purposes stated herein.
4. **Building Common Areas.** VAC shall be entitled to use of the areas designated from time to time by COUNTY as "common areas", and which are adjacent to or benefit the leased premises. Such common areas shall include adjoining sidewalks, entryway lobby, and lobby atrium areas for the purpose of egress and ingress of VAC employees and clients. Such use shall be subject to the rules and regulations, as COUNTY shall from time to time issue.
5. **Maintenance and Repair.** COUNTY shall be responsible for compliance with all building codes, the American's with Disabilities Act (as to permanent improvements only) and any other environmental or building safety issues and any state, local, and federal regulations relating thereto, perform all general building maintenance and repair. Notwithstanding the foregoing, COUNTY shall not be responsible for the

cost of repairs and maintenance caused by intentional acts or negligence of VAC employees, agents, or clients. VAC shall keep the interior of premises as well as any portion of the leased premises visible from the exterior clear, orderly, and in good condition and repair, at its own expense. VAC shall keep all glass areas of leased premises clean which are visible from the BUILDING common area hallways. VAC shall be responsible for their own custodial needs, equipment, and supplies and the replacement cost of ceiling mounted light fixture lamps.

6. **Parking.** COUNTY shall provide no parking for VAC.
7. **Alterations.** No alterations, additions, or improvements shall be made in or to the leased premises by VAC without the prior express written approval of COUNTY. All alterations, additions, improvement, and fixtures which may be made or installed by either of the parties hereto upon the leased premises and which in any manner are attached to the floors, walls, or ceiling, with the exception of VAC displays and trade fixtures, shall be the property of COUNTY and at the termination of this lease shall remain upon and be surrendered with the leased premises as a part thereof, without disturbance, molestation or injury. Notwithstanding the foregoing, COUNTY may designate by written notice to VAC certain fixtures, trade fixtures, alterations and additions to the leased premises which shall be removed by VAC at the expiration of this lease agreement. The parties hereto may also agree in writing, prior to the installation or construction of any alterations, improvement, or fixtures to the leased premises by VAC that VAC may either cause the removal of such items at the time of expiration of this lease, or that they may be left in the leased premises. VAC shall, at its own expense, repair any damages to the leased premises caused by the removal of its fixtures or alterations.
8. **Conduct.** VAC shall not cause or permit any conduct to take place within the leased premises which in any way disturbs or annoys other tenants or occupants of BUILDING, or adjacent buildings.
9. **Signs.** No sign, banner, decoration, picture, advertisement, awning, merchandise, or notice on the outside of leased premises or BUILDING, or which can be seen from the outside of leased premises, shall be installed or maintained by VAC without the prior express written approval of COUNTY.
10. **Estoppel.** Each party, within ten (10) days after notice from the other party, shall execute to the other party, in recordable form, a certificate stating that this lease is unmodified and in full force and effect, or in full force and effect as modified, and stating the modifications. The certificate shall also state the number of the base rental, the date to which the rent has been paid in advance, and the amount of any security deposit or prepaid rent. Failure to deliver the certificate within the ten (10) days shall be conclusive upon the party failing to so deliver for the benefit of the party requesting the certificate and any successor to the party so requesting, that

this lease is in full force and effect and has not been modified except as may be represented by the party requesting the certificate.

11. **Access to the Premises.** COUNTY shall have the right to enter upon the leased premises at anytime for the purpose of inspecting the same, or of making repairs, or alternations to the leased premises or any property owned or controlled by COUNTY. For a period commencing one hundred twenty (120) days prior to the termination of this lease, COUNTY may have reasonable access to the leased premises for the purpose of exhibiting the same to prospective tenants.

12. **Hazardous Material.**

- a. **Prohibition.** VAC expressly covenants and agrees that it will not cause or permit to be brought to, produced upon, disposed of or stored at the leased premises an hazardous material. For purposes of this provision, hazardous material shall mean any substance, in any form which is regulated or prohibited by statute, regulation, ordinance or rule including, but not limited to the Comprehensive Environmental Response, Comprehensive and Liability Act, 42 USC 6901, et seq. and regulations promulgated thereunder; the Toxic Substances Control Act, 15 USC 2601, et seq. and regulations promulgated thereunder; of the state of Illinois statutes; or any substance which may be harmful to human health or welfare or the environment.
- b. **Disclosure, Remediation, Liability, and Indemnification.** VAC expressly covenants and agrees that in the event any hazardous material is produced or stored at, brought to, or released on the leased premises, its agents, employees, invitees, clients, or licensees, or by the negligence of VAC, its agents, employees, invitees, clients, or licensees,
- (i) VAC shall immediately notify COUNTY of the event;
  - (ii) VAC shall take immediate preventive measures to abate the presence of hazardous materials at the leased premises;
  - (iii) VAC shall remediate and clean up the leased premises to COUNTY's satisfaction;
  - (iv) VAC shall be solely liable for all costs for removal of any hazardous material and for cleanup of the leased premises; and
  - (v) VAC shall be solely liable for damages arising from any such hazardous materials and does expressly indemnify and hold harmless COUNTY from any claims, liability, expenses or damages, fines, penalties or costs (including actual or incurred attorney's fees) therefor.

13. **Condemnation.** In the event a part of the leased premises shall be taken under the power of eminent domain by any legally constituted authority, and there remains a sufficient amount of space to permit VAC to carry on its business in a manner comparable to which it has become accustomed, then this lease shall continue, but the obligation to pay rent on the part of VAC shall be reduced in an amount proportionate to the area and relative value of the entire premises taken by such condemnation. In the event all of the leased premises shall be taken, or so much of the leased premises is taken that it is not feasible to continue a reasonably satisfactory operation of the business of VAC, then the lease shall be terminated. Such termination shall be without prejudice to the rights of either COUNTY or VAC to recover compensation from the condemning authority for any loss or damage caused by such condemnation. Neither COUNTY nor VAC shall have any right in or to any award made to the other by the condemning authority.
14. **Destruction.** Except as otherwise provided in this lease, in the event the leased premises are damaged by fire or other casualty covered by the insurance required herein, such damage shall be repaired with reasonable dispatch by and at the expense of COUNTY. Until such repairs are completed, the rent payable hereunder shall be abated in proportion to the area of the leased premises which is rendered untenable by VAC in the conduct of its business. In the event that such repairs cannot, in the reasonable opinion of the parties, be substantially completed within one hundred twenty (120) days after the occurrence of such damage, or if more than fifty percent (50%) of the leased premises have been rendered unoccupiable as a result of such damage, or if there has been a declaration of any governmental authority that the leased premises are unsafe or unfit for occupancy, then COUNTY or VAC shall have the right to terminate this lease, or any extensions thereof.
15. **Insolvency.** Neither this lease nor any interest therein, nor any estate thereby created, shall pass to any trustee or receiver or assignee for the benefit of creditors or otherwise by operation of law. In the event the estate created hereby shall be taken in execution or by other process of law, or if VAC shall be adjudicated insolvent pursuant to the provision of any state or insolvency act, or if a receiver or trustee of the property of VAC shall be appointed by reason of VAC's insolvency or inability to pay its debts, or if any assignment shall be made of VAC's property for the benefit of creditors, then and in any such event, COUNTY, may at its option, terminate this lease, or any extensions thereof, and all rights of VAC hereunder, by giving VAC notice in writing of the election of COUNTY to so terminate.
16. **Assignment and Subletting.** VAC shall not assign or in any manner transfer this lease or any estate or interest herein without the express previous consent of COUNTY.

17. **Default.** If VAC shall fail to make any payment of any rent due hereunder within five (5) days of its due date, or if default shall continue in the performance of any of the other covenants or conditions which VAC is required to observe and perform under this lease for a period of thirty (30) days following written notice of such failure, or if VAC shall abandon or vacate the premises during the term of this lease, or if VAC shall cease to entirely own all business operations being carried on upon the premises, then COUNTY may, but need not, treat the occurrence of any one or more of the foregoing events as a breach of this lease, and thereupon may, at its option, without notice or demand of any kind to VAC have any one or more of the following described remedies in addition to all other rights and remedies provided at law or in equity:

- a. Terminate this lease, or any extension thereof, repossess the leased premises, and be entitled to recover immediately, as liquidated agreed final damages, the total amount due to be paid by VAC during the balance of the term of this lease, or any extensions thereof, less the fair rental value of the premises for said period, together with any sum of money owed by VAC to COUNTY.
- b. Without waiving its right to terminate this lease, or any extensions thereof, terminate VAC's right of possession and repossess the leased premises without demand or notice of any kind to VAC, in which case COUNTY may relet all or any part of the leased premises. VAC shall be responsible for all costs of reletting. VAC shall pay COUNTY on demand any deficiency from such reletting of COUNTY's inability to do so.
- c. Have specific performance of VAC's obligations.
- d. Cure the default and recover the cost of curing the same being on demand.

18. **Termination; Surrender of Possession.**

- a. Upon the expiration or termination of this lease, or any extension thereof, VAC shall:
  - (i) Restore the leased premises to their condition at the beginning of the term (other than as contemplated by paragraph (7) of this lease), ordinary wear and tear excepted, remove all of its personal property and trade fixtures from the leased premises and the property and repair any damage caused by such removal;
  - (ii) Surrender possession of the leased premises to COUNTY; and

- (iii) Upon the request of COUNTY, at VAC's cost and expense, remove from the property all signs, symbols and trademarks pertaining to VAC's business and repair any damages caused by such removal; and
  - b. If VAC shall fail or refuse to restore the leased premises as hereinabove provided, COUNTY may do so and recover its cost for so doing. COUNTY may, without notice, dispose of any property of VAC left upon the leased premises in any manner that COUNTY shall choose without incurring liability to VAC or to any other person. The failure of VAC to remove any property from the leased premises shall forever bar VAC from bringing any action or asserting any liability against COUNTY with respect to such property.
- 19. **Waiver.** One or more waivers of any covenant or condition by COUNTY shall not be construed as a waiver of a subsequent breach of the same covenant, and the consent or approval by COUNTY to or of any act of VAC requiring COUNTY's consent or approval shall not be deemed to waive or render unnecessary COUNTY's consent or approval to or of any subsequent act by VAC.
- 20. **Notices.** All notices, requests, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been given if delivered personally, or if sent by first-class mail, postage prepaid, return receipt requested to the following, or to such other address as shall be furnished in writing to one party by the other:

**If to COUNTY:**

Office of the County Administrator  
McLean County  
104 W. Front Street, Suite 701  
P.O. Box 2400  
Bloomington, Illinois 61702-2400

**With Copies to:**

Director, Facilities Management  
McLean County  
104 W. Front Street  
P.O. Box 2400  
Bloomington, Illinois 61702-2400

**If to VAC:**

Executive Director  
Veterans Assistance Commission  
200 West Front Street, 3rd Floor  
Bloomington, Illinois 61701

21. **Agency.** Nothing contained herein shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship of principal and agent or partnership or of joint venture between the parties hereto, it being understood and agreed that neither the method of computation of rent, nor any other provision contained herein, nor any facts of the parties herein, shall be deemed to create any relationship between the parties hereto other than the relationship of landlord and tenant. Whenever herein the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders.
22. **Partial Invalidity.** If any term or condition of this lease, or any extensions thereof, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this lease, or any extension thereof, or the application of such term, covenant, or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant, or condition of this lease shall be valid and be enforced to the fullest extent permitted by law.
23. **Holding Over.** Any holding over after the expiration of the term thereof with or without the consent of COUNTY, shall be construed to be a tenancy from month to month at the rents herein specified (prorated on a monthly basis) and shall otherwise be on the terms and conditions herein specified, so far as applicable.
24. **Successors.** All rights and liabilities herein given to, or imposed upon, the respective parties hereto shall extend to and bind the several respective heirs, executors, administrators, successors and assigns of the said parties; and if there shall be more than one tenant, they shall all be bound jointly and severally by the terms, covenants, and agreements herein. No rights, however, shall inure to the benefit of any assignee of VAC unless the assignment to such assignee has been approved by COUNTY in writing as provided herein.
25. **Right to Terminate.** Notwithstanding any other provision of this lease to the contrary, either party shall have the right to terminate this lease during the initial term or any extension term by giving at least one hundred twenty (120) days prior written notice of termination to the other party, by abiding by paragraph 20, page six (6) of this lease pertaining to all notices.
26. **Non-Affiliation Clause.** No member of the McLean County Board or any other COUNTY official shall have an interest in any contract let by the McLean County Board either as a contractor or subcontractor pursuant to Illinois Compiled Statutes, 50 ILCS 105/3, et seq.



Page eight

IN WITNESS WHEREOF, the parties hereto have executed this agreement by their respective officers, there unto duly authorized at Bloomington, Illinois, this 16th day of December, 2003.

APPROVED:

VETERANS ASSISTANCE  
COMMISSION

COUNTY OF McLEAN

By: \_\_\_\_\_

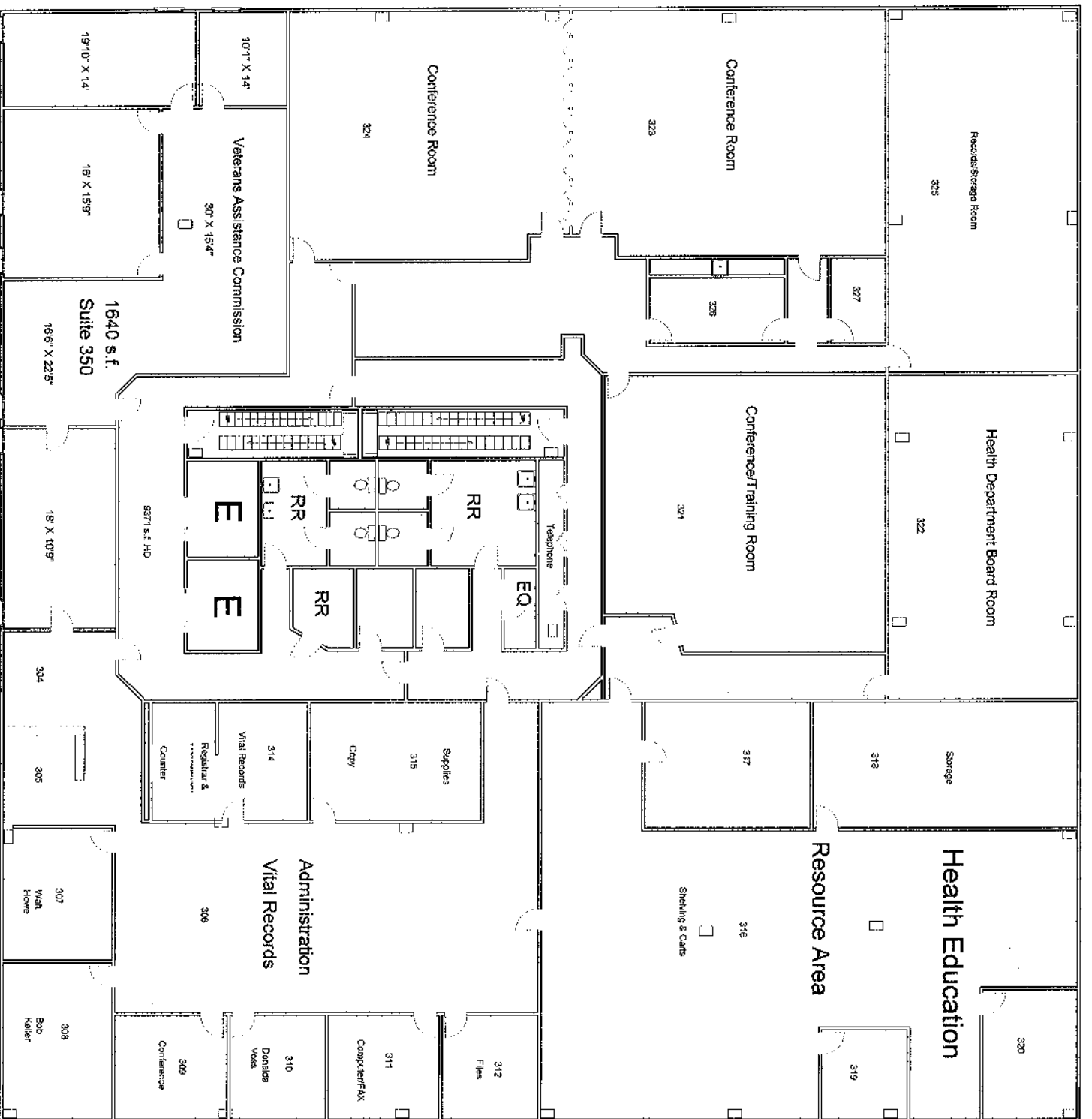
By: \_\_\_\_\_  
Chairman, McLean County Board

ATTEST:

By: \_\_\_\_\_

By: \_\_\_\_\_  
Clerk of the McLean County Board

VAC04.Doc



3rd Floor Health Dept. 200 W. Front Street Revised: 11/6/03 MCHD3.PL1:Plan

Joined: 11/03

## **The County Energy Efficiency Network: Helping Counties Save Energy and Money**

Does your county need to save money? Is your county planning on renovating any buildings or constructing new buildings in the next few years? Have you ever wondered what you could be doing to save energy, cut costs and/or protect the environment? If your answer is yes to any of these questions, then your county should join NACo's County Energy Efficiency Network.

In collaboration with the U.S. Department of Energy's Rebuild America program, the network serves to provide energy efficiency technical assistance to county officials, building engineers, energy managers and other county government employees focusing on energy.

The intention of the County Energy Efficiency Network is to foster peer-to-peer communication and assistance between counties that are interested in beginning or expanding energy efficiency programs and those with successful energy-saving initiatives already in place. The network provides an important vehicle for county members to share with their peers valuable information about saving energy.

By becoming a member of the network, you will receive regular updates from NACo with information about energy issues, county success stories, and future events and workshops. NACo is planning two workshops this year, including a regional workshop in Texas and a national workshop at our July Annual Conference in Milwaukee, Wis.

If you would like to join the County Energy Efficiency Network, please contact Beth Bleil at 202-942-4246 or [bbleil@naco.org](mailto:bbleil@naco.org).

### **2003 County Energy Efficiency Network Membership**

Ada County, Idaho  
Adams County, Pennsylvania  
Alpine County, California  
Arlington County, Virginia  
Barnstable County, Massachusetts  
Bexar County, Texas  
Calhoun County, Alabama  
Cochise County, Arizona  
Dane County, Wisconsin  
Dakota County, Minnesota  
Fairfax County, Virginia  
Fulton County, Georgia  
Henrico County, Virginia  
Johnson County, Kansas  
Kalamazoo County, Michigan  
Klickitat County, Washington

Lake County, Illinois  
Loudoun County, Virginia  
McKinley County, New Mexico  
Monroe County, New York  
Montgomery County, Maryland  
Montgomery County, Ohio  
Nye County, Nevada  
Orange County, North Carolina  
Prince George's County, Maryland  
San Francisco, California  
Santa Fe County, New Mexico  
Story County, Iowa  
Warren County, North Carolina  
Wise County, Virginia  
Yankton County, South Dakota

Beth Bleil at NACo  
[BBleil@naco.org](mailto:BBleil@naco.org)

## **County Energy Efficiency Network Newsletter**

**October 2003: Volume 1, Issue 5**

Do you have something you would like to share with the network? Just forward me your questions, comments, success stories or case studies that you would like posted to the group. Beth Bleil: [bbleil@naco.org](mailto:bbleil@naco.org)

### **In this issue:**

**Public Benefit Funds: A Resource for Local Governments**

**October is Energy Awareness Month!**

**County Spotlight: Story County, Iowa**

**The One-Stop Shop for Federal Grants: Grants.gov**

**DOE Announces the 2004 National Conference for States and Communities**

**The Network Welcomes Three New Members To The Network**

**County Energy Efficiency Network Membership**

### **Public Benefit Funds: A Resource for Local Governments**

Local governments looking for resources to implement energy efficiency projects should investigate whether their state has a public benefit fund. Many states have public benefit funds, which were created after electric utility restructuring and are supported by a small charge to customers based on electricity consumption. These public benefit funds, also known as system benefit funds, were started to ensure continued support for renewable energy resources, energy efficiency initiatives and low-income support programs.

To find out if your state has a public benefit fund and to learn about other clean energy resources for your state, check out the Database of State Incentives for Renewable Energy (DSIRE) at [www.dsireusa.org](http://www.dsireusa.org). Its focus is renewable energy, but energy efficiency information is included throughout the website. This is a good starting point to look at what is available in your state.

### **October is Energy Awareness Month!**

The U.S. Department of Energy (DOE) has declared that October be "Energy Awareness Month." NACo and DOE encourage you to participate in the energy awareness campaign this month and months to follow. Some activities – both small and large – that you could undertake or begin this month include:

- ✓ Submitting a "letter to the editor" or pitching an energy-related article to your local newspaper.
- ✓ Developing a county-wide energy awareness campaign.
- ✓ Announcing any recent successes on energy-saving projects.
- ✓ Implementing new energy procedures and technologies in your county facilities.
- ✓ Conducting an energy audit of your facilities.
- ✓ Passing a proclamation declaring October Energy Awareness Month or similar proclamation supporting energy efficiency initiatives.

Wise County, Virginia has already shown interest in the proclamation, and Story County, Iowa passed the proclamation on October 14, 2003. Please see below for sample language.

A Proclamation to Declare October as Energy Awareness Month in [County], [State] in accordance with National Energy Awareness Month Set Forth by the U.S. Department of Energy

WHEREAS the County will promote the theme of National Energy Awareness Month 2002, "A Secure Energy Future: Conserve Energy to Ensure Affordable, Reliable Power Supplies";

WHEREAS the County will in doing so help protect the country's national energy supply by efficiently using energy;

WHEREAS the County will pursue energy-saving practices year-round to conserve resources and save taxpayer dollars; and

WHEREAS the County, as a Rebuild America partnership, is dedicated to saving energy, improving building performance, protecting the environment and enhancing quality of life for its residents through energy efficiency.

NOW, THEREFORE, I, [Name], [Title], do hereby declare and proclaim October as  
Energy Awareness Month in [County], [State]  
DATED this [ ] day of October, 2003.

[Signature]

[Name], [Title]

## County Spotlight: Story County, Iowa

County Supervisor Jane Halliburton of Story County, Iowa was very active in participating in Energy Awareness Month. Along with passing a proclamation, she was featured in the Ames Tribune on October 11<sup>th</sup> regarding the success of the county's geothermal energy systems. Below is an excerpt of the article:

*It's apparent that Halliburton's enthusiasm is catching at the county level. The county's two new buildings constructed since 1999 have geothermal heating and cooling systems. Tests also are underway to determine whether the county can implement the system when it remodels the current administration building.*

*"It is performing at or better than our design expectations," she said.*

*County officials were mid-way through the design process of a new human services building when their facilities manager came back from a conference that sold him on the concept. They did some checking, dug some test wells and after a few glitches with the test wells decided to go with the system.*

*Energy costs for the building are one-third of the national average, partly because of low prices from the Ames municipal utility system. But there are other rewards that add to the system's appeal, Halliburton said.*

*The county pays lower insurance rates because there is no boiler room. And because the system is space-efficient, the county gained an additional 800 square feet of building space.*

## The One-Stop Shop for Federal Grants: Grants.gov

~Brad Banks, Community Services Assistant

Effective as of November 7, 2003, all federal agencies will begin posting their grant opportunity announcements in one centralized location on the Internet. The site, [www.grants.gov](http://www.grants.gov), is designed to be an on-line *one-stop* center. Developed by the Health and Human Services Department and under the purview of the Office of Management and Budget (OMB), *Grants.gov* is part of the E-Grants project, which stems from the President's E-government Strategy.

With grants covering the spectrum of federal agencies, from energy to agriculture to disaster prevention and relief, *Grants.gov* gives local governments, non-profits and other interested parties an excellent grant procurement resource. Two grant topics of particular interest to the County Energy Efficiency Network are environmental quality and energy.

As part of OMB's guidelines for posting grant announcements, agencies must provide potential applicants with a detailed summary of each grant opportunity, enabling them to decide whether to view the complete announcement. Moreover, the agency must provide multiple ways for applicants to access the full announcement. *Grants.gov* is searchable by keyword, date, the Catalog of Federal Domestic Assistance and by agency.

County governments, in particular, can really benefit from the grant resources available at *Grants.gov*. With the ability to sign up to receive grant opportunity notifications, access to grant information and procurement portholes and links to all kinds of valuable federal resources, *Grants.gov* is ideal for county officials. It is important to note that new users may find it necessary to download PE Viewer 6.0 (available at [www.grants.gov](http://www.grants.gov)) in order to view the site properly; similarly Macintosh users may also experience difficulties. *Grants.gov* is a valuable and long awaited resource perfect for local governments. NACo strongly encourages county officials to take advantage of this new and extremely useful tool now at their disposal free of charge.

### **DOE Announces the 2004 National Conference for States and Communities**

~ John P. Millhone, Program Manager, Weatherization and Intergovernmental Program, Office of Energy Efficiency and Renewable Energy, U.S. DOE

I am pleased to announce that the 2004 National Conference for States and Communities will be held May 11-14, 2004, in Minneapolis, Minnesota. Our conference agenda will be expanded this year to embrace the breadth of energy efficiency and renewable energy components available to our states and communities. This exciting, integrated approach was begun at the 2002 State Energy Program/ Rebuild America National Conference. We are building upon that success for 2004.

A committee of state, local, and federal representatives will develop the meeting agenda. The committee members will draw on the recommendations of their colleagues to identify the most current and pressing issues to be addressed at the conference.

We, at DOE, are excited about the upcoming National Conference for States and Communities, which promises to deliver many memorable events. Please mark your calendars!

Over the next few months, we will send you additional materials on the meeting, including the agenda and registration materials. We look forward to sharing the experience of the 2004 National Conference for States and Communities with each of you.

For more information, please contact my staff co-chairs for this effort: either Ron Santoro at 202.586.8296 ([ronald.santoro@ee.doe.gov](mailto:ronald.santoro@ee.doe.gov)), or Dan Sze at 202.586.2621 ([daniel.sze@ee.doe.gov](mailto:daniel.sze@ee.doe.gov)).

## **The Network Welcomes Three New Members To The Network!**

Chatham County, Georgia; Hamilton County, Ohio; and Pulaski County, Arkansas recently joined the growing network. Hamilton County is a DOE Rebuild America partner. We now have a total of 36 members in the County Energy Efficiency Network.

### **County Energy Efficiency Network Membership**

Ada County, Idaho  
Adams County, Pennsylvania  
Alpine County, California  
Arlington County, Virginia  
Barnstable County, Massachusetts  
Bexar County, Texas  
Calhoun County, Alabama  
Chatham County, Georgia  
Cochise County, Arizona  
Dane County, Wisconsin  
Dakota County, Minnesota  
Fairfax County, Virginia  
Fulton County, Georgia  
Hamilton County, Ohio  
Henrico County, Virginia  
Johnson County, Kansas  
Kalamazoo County, Michigan  
Klickitat County, Washington

Lake County, Illinois  
Loudoun County, Virginia  
Los Angeles County, California  
McKinley County, New Mexico  
Monroe County, New York  
Montgomery County, Maryland  
Montgomery County, Ohio  
Nye County, Nevada  
Orange County, North Carolina  
Polk County, Iowa  
Prince George's County, Maryland  
Pulaski County, Arkansas  
San Francisco, California  
Santa Fe County, New Mexico  
Story County, Iowa  
Warren County, North Carolina  
Wise County, Virginia  
Yankton County, South Dakota



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